



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
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www.dpw.ci.burlington.vt.us

Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FM: STEVEN GOODKIND, DIRECTOR
DATE: DECEMBER 13, 2011
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on December 21, 2011 at 6:15 PM at 645 Pine St, Main Conference Room.

1. Agenda
2. Removal of Parking Along the North Side of Alfred St
3. Removal of Parking on the East Side of Pine St North of Locust St
4. Addition of Metered Parking on the North Side of Main St Just West of S. Willard St
5. Addition of Motorcycle Parking in the Downtown Area
6. Removal of Parking on Brookes Ave Across From the Eastern Most Bump-out
7. Orchard Terrace Parking
8. Parking Spaces Removed in 2011
9. Minutes of 11/16/11

An Equal Opportunity Employer

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CITY ENGINEER

M E M O R A N D U M

To: Martha Gile, Clerks Office
From: Steve Goodkind, Director
Date: December 13, 2011
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **December 21, 2011**
Time: 6:15 – 9:00 p.m.
Place: 645 Pine Street – Main Conference Room

A G E N D A

ITEM

- 1 Agenda
- 2 Public Forum – 5 Minutes
- 3 20 Min Removal of Parking on the North Side of Alfred Street
 - 3.10 Communication, J. Fleming
 - 3.20 Discussion
 - 3.30 Decision
- 4 10 Min Remove Parking on the East Side of Pine Street North of Locust Street
 - 4.10 Communication, J. Fleming
 - 4.20 Discussion
 - 4.30 Decision

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- 5 10 Min Addition of Metered Parking on the North side of Main St Just West of South Willard Street
 - 5.10 Communication, J.Fleming
 - 5.20 Discussion
 - 5.30 Decision
- 6 10 Min Addition of Motorcycle Parking in the Downtown Area
 - 6.10 Communication, J. Fleming
 - 6.20 Discussion
 - 6.30 Decision
- 7 10 Min Removal of Parking on Brookes Avenue across from Eastern Most Bump-Out
 - 7.10 Communication, J. Fleming
 - 7.20 Discussion
 - 7.30 Decision
- 8 10 Min Orchard Terrace Parking
 - 8.10 Communication, J. Fleming
 - 8.20 Discussion
 - 8.30 Decision
- 9 10 Min Parking Spaces Removed in 2011
 - 9.10 Communication, S. Goodkind
 - 9.20 Discussion
- 10 20 Min Traffic Light & Pedestrian Design/Timing
 - 10.10 Oral Presentation, S. Goodkind
 - 10.20 Discussion
- 11 10 Min Update on Performance Report
 - 11.10 Oral Communication, S. Goodkind
 - 11.20 Discussion
- 12 Minutes of 11/16/11
- 13 Chair's Report
- 14 Director's Report
- 15 Commissioner Communications
- 16 Committee Reports
- 17 Policy Update
- 18 Adjournment



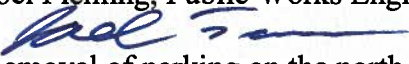
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Steve Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

Date: November 16, 2011

To: Burlington Public Works Commission

From: Joel Fleming, Public Works Engineer


Re: Removal of parking on the north side of Alfred Street

At the last two commission meetings staff presented a request by the Alfred Street neighborhood to prohibit parking on one side of the street. In presenting the issue this past meeting it was clear that the neighbors and Associates in Dentistry disagreed on removing the parking all together. Staff was asked to talk to Planning and Zoning about the Dentist adding 3 parking spaces in their front yard.

Since the meeting staff talked to Ken Learner from P&Z and it was determined that they already have 85% Coverage and adding more parking was out of the question. Staff has looked at the site closer to see if parking could be removed across from the driveways. Staff measured the street and determined that this could be done without removing the majority of the parking spaces. Staff has attached the proposed parking changes for Alfred Street.

Staff has talked to both the dentist and the residents about these changes. The residents thought that this was a reasonable compromise. The dentist was not thrilled about the prohibition because the removal of parking in front of his business. I have attached all emails between Dr. Joe Kroft, Jennifer Sumner, and Myself.

Last commission meeting both the residents and dentist agreed that it would be helpful to prohibit parking all together over night. This would allow Public Works the clear snow from the roadway on a regular basis. Associates in Dentistry is not open past 5 PM and The Spot is open until 8 Thursday, Friday, and Saturday. Staff feels that a good prohibition time would be from 8 PM until 7 AM. This would not affect the businesses and would give Public Works enough time to clear the street during the winter months.

Staff would not take a position on this issue. We were asked to provide the commission with a few options that could address some of the issues between the residents and the businesses. Staff feels like these options address the issues but do not feel strongly on whether the commission acts on one or both of the options. As Staff we have sent a full copy of the packet and the agenda to the stakeholders. They have been advised of the date time and location of when this item will be heard and decided.

If you have any follow up questions please do not hesitate to call.

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October 6, 2011

Mr. Joel Fleming
Burlington Department of Public Works
Burlington, Vermont

Dear Mr. Fleming,

Attached is a petition requesting the enactment of single side of the street parking on Alfred Street. Residents on the street are requesting that cars be required to park on the South side of the street only at all times.

As I mentioned to you on the phone, we are requesting single side of the street parking because customers of the three businesses located at the corner of our street and Shelburne Road use Alfred Street for overflow parking. It has become increasingly difficult for residents and visitors to get down our street as the popularity of these businesses has increased. The Spot, Dunkin Donuts, and the dental office are good neighbors, but this is an annoyance and a safety issue – if an emergency vehicle needed to get to a house on Alfred Street last winter it would have been impossible.

We spoke to each of the residents of our street and obtained support and signatures from all but two homes – one individual no longer lives in the house and had renters move in on the first of October, but we spoke to her and she sent us an email with her full support, which I have attached for your information. The other resident supports this idea and acknowledges the need for some intervention, but hesitated to sign for personal reasons.

I hope that we'll be able to move forward on this initiative. If there you feel that additional information would help us to enact single side of the street parking on Alfred Street before this winter, please let me know and I will do my best to accommodate you.

Best Regards,



Jennifer Sumner
27 Alfred Street
Burlington, Vermont 05401
802-862-0676

Date: 9/25/11

The purpose of this petition is to enact single side of the street parking on Alfred Street in Burlington, Vermont. Under the new regulations, cars would only be able to legally park on the South side of Alfred Street at all times. I, the undersigned, would like to petition the Department of Public Works in Burlington to institute single side of the street parking to facilitate safe passage on the street for residents and visitors.

Name: Austin D. Summer
Address: 27 ALFRED ST Burlington VT 05401

Name: Joe Bookchin
Address: 21 Alfred St. Burlington, VT 05401

Name: Elizabeth Brody Elizabeth Brody
Address: 15 Alfred St, Burlington, VT 05401

Name: ~~Alfred M. Furlani~~
Address: ~~22 Alfred St.~~

Name: Rebecca M. Weldon Douglas K. Weldon
Address: 30 Alfred St, Burlington VT 05401
Rebecca Weldon
Doug Weldon

Name: Joseph Brochen
Address: 11 Alfred St.

Name: _____
Address: _____

Fw: parking on Alfred St[Hide Details](#)FROM: [Austin Sumner](#)

Thursday, September 29, 2011 12:40 PM

TO: [Jennifer Sumner](#)

fyi

Austin Sumner MD MPH
 Environmental and Occupational Health Specialist

— On Thu, 9/29/11, Karen Larsen <Karenastr@earthlink.net> wrote:

From: Karen Larsen <Karenastr@earthlink.net>
 Subject: parking on Alfred St
 To: austinsumner@yahoo.com
 Date: Thursday, September 29, 2011, 8:12 AM

Austin et al,

I do support parking on one side of the street only. I also need to have you all understand that the dental office contributes to part of parking issue in the neighborhood as has done so for many years. As is usually the case, there is always the "straw that breaks the camel's back" and it appears that the cafe has become that straw.

I moved in in 1978 and parking was an issue due to dental patients coming for appointments—it would become more of an issue in the winter months. In more recent years, employees of the dental office have been parking on the street. During my brief times there in the last few years, I have had to ask one employee not to park her car directly in front of my house on 31 Alfred St in a manner in which she consistently has blocked part of the driveway making it a challenge to get any cars in and out of the driveway at 31 Alfred Street. Parking directly in front of 31 Alfred St in a space that is small and rounded has also caused problems for those on Alfred Tr to get in and out of that small lane.

Perhaps there could be some consideration given to a sign that states NO PARKING FROM HERE TO CORNER which could be placed near the lilac bush on the property line between your house and my house. It is not clear to me why the parking should be on the south side of the street as opposed to the north side of the street, but I will defer that decision to the neighbors who are dealing with this issue on a daily basis.,

Sincerely,
 Karen Larsen
 owner of house at 31 Alfred St
 Burlington, VT

Reply to Austin Sumner

[Send](#)

Joel Fleming

From: Jennifer Sumner <jlcolbert@yahoo.com>
Sent: Tuesday, December 06, 2011 3:01 PM
To: Joel Fleming
Cc: Sumner Austin
Subject: Re: Alfred Street Parking

Joel,

Sorry that I didn't respond to your last email - I have been meaning to get back to you and thank you for continuing to consider our parking issues and for thinking creatively to come up with solutions that work for the residents as well as the businesses on the street. I also didn't get a chance after the last meeting to thank you for all the work you've done on this, but I wanted you to know that we do appreciate you as the contact between the residents and the board of DPW. I think implementing a parking plan per the attached map would help the residents out tremendously and leave enough spaces for dental patients as well.

We will be away for the next scheduled DPW meeting, unfortunately, but I will talk to our neighbors and see if anyone will be around to come to the meeting and advocate for this solution.

Thanks again,

Jennifer Sumner
jlcolbert@yahoo.com

From: Joel Fleming <jfleming@ci.burlington.vt.us>
To: "Jennifer Sumner (jlcolbert@yahoo.com)" <jlcolbert@yahoo.com>
Sent: Tuesday, December 6, 2011 12:41 PM
Subject: Alfred Street Parking

Jennifer,

I went out to Alfred Street yesterday to look into some other options for parking on the street. I know that you had stated that it was difficult to get in and out of your driveway when there was a car parked directly across from the driveway. I think there is a way to remove some parking on the north side to allow for you, the residents, to get in and out of your driveways without removing all of the parking. I attached a map of what I think may be a solution and would like to get your take on it. I am hoping to bring this issue back to the DPW Commission this month.

Thank you for working with me,

Joel

Joel Fleming, E.I.
Public Works Engineer
Burlington Public Works
645 Pine St.
Burlington VT. 05401

Phone: (802)8655832

Fax: (802)8630466

Email: Jfleming@ci.burlington.vt.us

Joel Fleming

From: JKropf <AIDENT@together.net>
Sent: Tuesday, December 06, 2011 3:49 PM
To: Joel Fleming
Subject: RE: Alfred Street Parking

Joel I appreciate the bind you're in; but I'm not going to say it will be okay for my business, nor do I think it's the right thing to do. There are only two neighbors who have problem with driving and I don't know why that should become my problem. One neighbor on the S side does not even have a car nor does she drive. Another neighbor that was at the last meeting does not even live on the street, she rents it out and was there to support her friend. This is a big change for a business who has been a good neighbor for 50+ years, just because of two women who will have to take their time backing out of their drive way. I cannot stop the city from doing this and if you are convinced something has to be done than this would be better than no parking on the N side. You and the council have to agree that any ban of on street parking has the potential to harm my business. I have no idea if it will or not, but the potential will definitely be there. Let me know how it goes.

Thanks Again,
Joe Kropf

-----Original Message-----

From: Joel Fleming [mailto:jfleming@ci.burlington.vt.us]
Sent: Tuesday, December 06, 2011 3:36 PM
To: JKropf
Subject: RE: Alfred Street Parking

Joe,

Yes, the parking on the south side will stay the same. The reason I proposed removing the parking directly in front of your building is because that parking is across from a couple driveways. The residents had stated that it was difficult to get in and out of their driveways when there were cars parked directly across from them. I know that this proposal is not perfect but I am trying to find a solution that would not harm your business and that would satisfy the neighborhood's needs as well. The residents got back to me about this design and accepted it as a reasonable solution to their parking problem.

Thank you,

Joel

Joel Fleming, E.I.
Public Works Engineer
Burlington Public Works
645 Pine St.
Burlington VT. 05401

Phone: (802)8655832
Fax: (802)8630466
Email: Jfleming@ci.burlington.vt.us

From: JKropf [mailto:AIDENT@together.net]
Sent: Tuesday, December 06, 2011 12:57 PM

To: Joel Fleming
Subject: RE: Alfred Street Parking

Joel,

Your map outline is better than no parking at all but I would prefer to have parking in front of my building for my patients. I assume there will remain parking on the south side of the street. Bottom line is you will have the same number of cars battling over fewer spaces. When you were out here yesterday you probably noticed the blue Suburban and the grey Jetta. Both have been parked there for at least three days. They live across the road in one of the rentals on Shelburne Street and rarely move. After my hours there are mostly residents parking on the streets. I don't get much for my taxes in Burlington and I really don't want to give up the parking if possible. I continue to keep spaces open in the back of my building and encourage patients to park there.

Thanks,
Joe K.

-----Original Message-----

From: Joel Fleming [<mailto:jfleming@ci.burlington.vt.us>]

Sent: Tuesday, December 06, 2011 12:37 PM

To: JKropf

Subject: RE: Alfred Street Parking

Joe,

We looked into the front yard parking and there isn't any chance on that happening. I do not know if putting a 2 hour limit on parking would stop anyone from parking on the street from The Spot. I went out to Alfred Street yesterday and took some measurements for parking. It looked like we could prohibit some of the parking on the north side to allow the residents easier access to their driveways but also allow for some parking for your business. I attached a map of the proposed changes. Please let me know if you think this would accommodate your businesses parking needs? I am also sending this proposed map to the residents to get their take. I am hoping to get this issue back to the commission this month.

Thanks for your time,

Joel

Joel Fleming, E.I.
Public Works Engineer
Burlington Public Works
645 Pine St.
Burlington VT. 05401

Phone: (802)8655832
Fax: (802)8630466
Email: jfleming@ci.burlington.vt.us

From: JKropf [<mailto:AIDENT@together.net>]

Sent: Tuesday, November 29, 2011 9:47 AM

To: Joel Fleming

Subject: RE: Alfred Street Parking

Joel,

Thanks for the time and effort on this matter. After the meeting I had my back lot lined to define parking spaces there. I am able to keep at least four spaces open back there all day. I also had a sign made and I have placed it on the side of the building directing patients to park behind the building. I also placed a big yellow arrow on the driveway entrance to direct patients to the back lot. I have placed a note on all billing correspondence with my patients, to tell them they can park in the back. There is a street sign right in front of the building and I would be happy to place a sign on that that directs patients to park behind the building. To address the one hour parking: Very few patients park for under an hour to come into the office. Posting for one hour parking would intimidate all of my patients from parking on the street, please don't do that. The average patient will be in the office for 1 ½ to 2 hours, so a two hour limit would be okay. No parking at night would not affect my business. I also have made it clear to the owners of The Spot that they can park in my lot at night and on weekends. I do not have an e-mail address for Russell Scully who owns The Spot, but his home number is 652-5902 and his wife's name is Roxanne. I don't know what else I can do except apply for a zoning variance to pave the front yard (that is the only grass I own on this property), which I would not like to do. Please keep me on top of the proceedings.

Thanks Again,
Joe Kropf

-----Original Message-----

From: Joel Fleming [<mailto:jfleming@ci.burlington.vt.us>]

Sent: Tuesday, November 29, 2011 9:29 AM

To: Jennifer Sumner (jicolbert@yahoo.com); Aident@together.net

Subject: Alfred Street Parking

Jennifer, Dr. Croft,

I am following up on last month's commission meeting to get your take from the meeting. It does not appear that the commission will ever be on board with removing the parking on the north side all together so we will work with the residents and the businesses to find a solution that will suit you all.

Some options that came up during the meeting are removing parking on the north side at night to allow the plows to push the snow back further on a normal night. This could be seasonal, during the winter months, or all year long. This option does not prevent people from parking in a space all day but will help keep the road more open and clear.

Another option could be that we put a time limit on the parking during the day. It could be 1 hour parking during the day and either unrestricted parking or no parking at night. The one hour limit may help deter people that park and go to The Spot or at the least prevent people from parking there all day long.

I would like to get each of your takes on the situation and would like to hear any suggestions that you may have. If either of you have a person at The Spot I could email I would very much like to get them in the discussion.

Thank you for your time and for working with us on this issue,

Joel

Joel Fleming, E.I.
Public Works Engineer
Burlington Public Works
645 Pine St.
Burlington VT. 05401

Phone: (802)8655832
Fax: (802)8630466
Email: jfleming@ci.burlington.vt.us

Perrotta Place



2 Spaces

No Parking

Driveway

2 Spaces

No Parking

Driveway

3 Spaces

Alfred Street

Driveway

Driveway

Driveway

Driveway

Driveway

Shelburne Street

TRAFFIC ORDINANCE/REGULATION PROPOSAL REQUEST

Request For:	Remove parking on the east side of Pine Street north of Locust Street
Customer Name:	Elizabeth Stemple
Customer Address/Phone:	863-4339
Date Received:	11/18/2011
TRR#:	12715
Date Replied:	N/a
Staff Conclusion:	Staff received a request regarding the removal of parking on the east side of Pine Street north of the Locust Street intersection. Pine Street is an arterial roadway that has Average Daily Traffic (ADT) of about 13,000 Vehicles. Locust Street connects Shelburne Street and Pine Street. The south bound traffic on Pine Street is uninterrupted other than the driveway for Burlington Electric for about 1500 feet. This is a large distance that sometimes see's speeds up to 40 MPH. The large speeds on Pine Street make it extremely difficult to make left hand turns off of Locust Street. Prohibiting parking further north of the Locust Intersection would make the sight distance better and make it safer for vehicles turning off of locust Street. Staff contacted Jackson Terrace Apartments at 500 Pine Street to get their take on the parking removal. They said that it would not affect them because the ample parking they supply off the street.
Staff Recommendation:	Staff recommends prohibiting parking on the east side of Pine Street for 100 feet north of Locust Street to clear the sight distance for vehicles on Locust.
Applicable Diagram Layout:	See Attached



CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

SERVICE REQUEST

Use this form to request services from the Department of Public Works.

Today is: 11/18/2011

Entered By Helen Plumley Request # 12715

Name and Address

Reminder 2/16/2012

First Name Elizabeth Last Name Stemple Date 11/18/2011

Street Number Street Address

Phone Number 863-4339 e-mail

Request

Location of Request Pine Street

Location Street Number Location Street Pine Street

Please describe the request.

Use additional space on back of form, if necessary

Requests that the "No Parking" sign on Pine Street, just north of the Locust Street intersection, be moved 2 spaces north to improve visibility for drivers exiting Locust who are turning left onto Pine Street. She said that she and her neighbors have to inch out into Pine Street to see north so they can turn left to go south onto Pine.

Resolution

For Office use only

Referred to Engineering Dept. Staff Assigned Joel Fleming

Date Staff Contact 11/18/2011

Staff Assessment

Customer Service

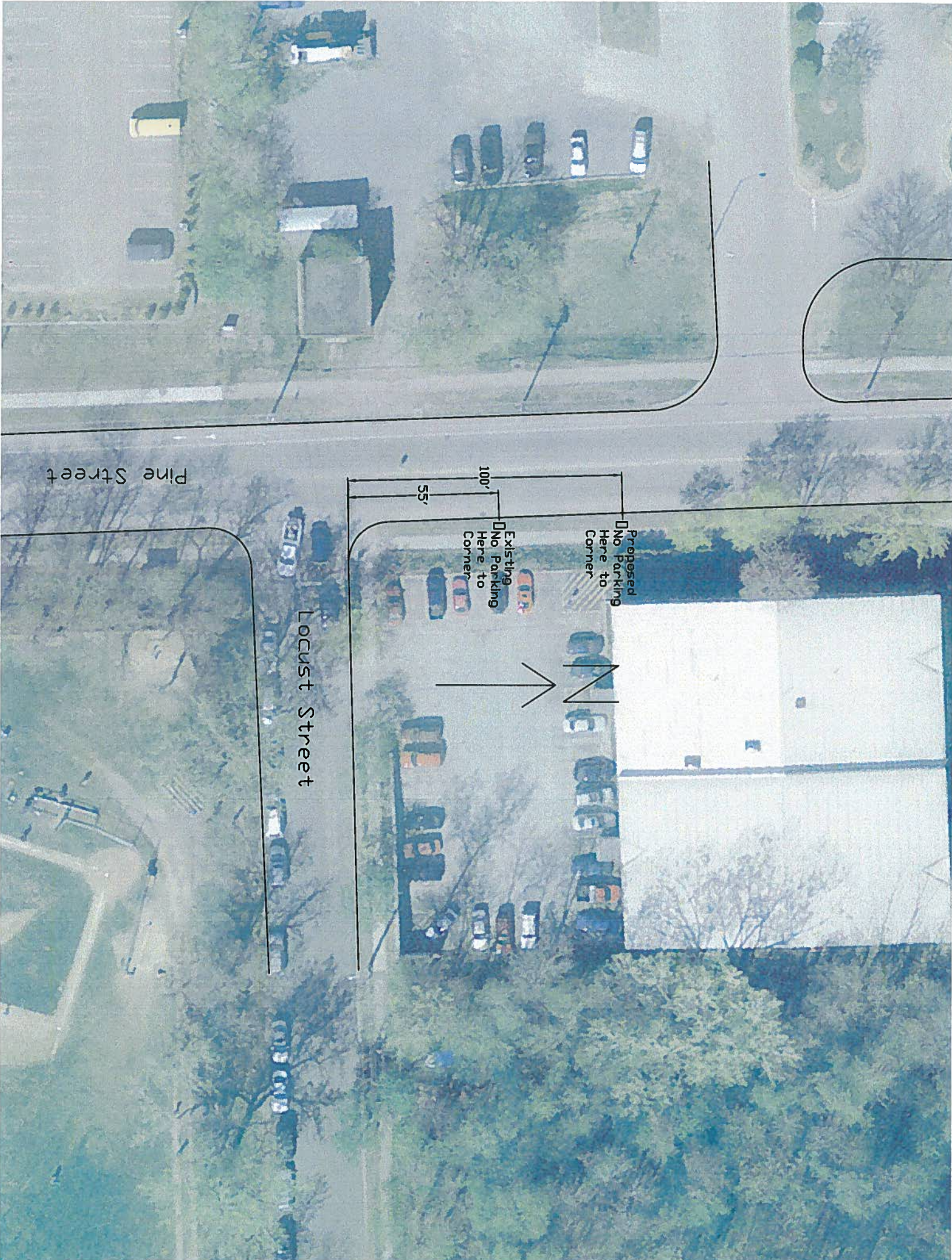
Follow Up Date 12/3/2011

Comments

Status

Status Investigation Close out date 11/18/2011

Follow-up Pending



TRAFFIC ORDINANCE/REGULATION PROPOSAL REQUEST

Request For:	The addition of metered parking on the north side Main Street just west of South Willard Street.
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Customer Name:	DPW Commission
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Customer Address/Phone:	
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Date Received:	
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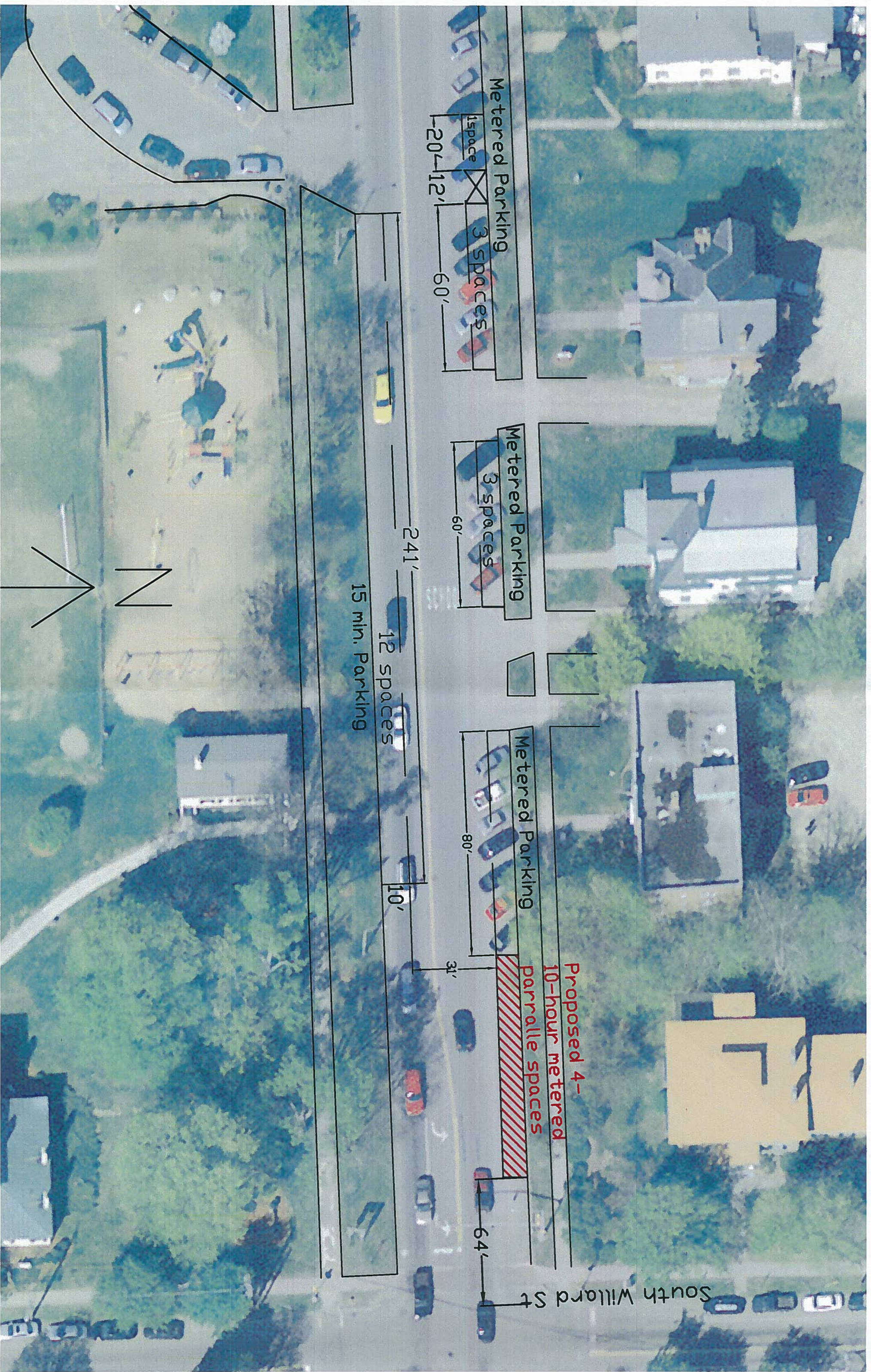
TRR#:	
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Date Replied:	
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Staff Conclusion:	In September the DPW Commission accepted the parking changes on Main Street from South Union Street to South Willard Street. They requested that staff looks at the north side of Main Street just west of South Willard Street. Staff examined this area and found that there could be four spaces added without affecting the safety of the intersection.
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Staff Recommendation:	Staff recommends the adoption of four 10 hour meter spaces on the north side of Main Street just west of South Willard Street.
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Applicable Diagram Layout:	See Attached
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TRAFFIC ORDINANCE/REGULATION PROPOSAL REQUEST

Request For:	More motorcycle parking in the downtown
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Customer Name:	Steve Norman
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Customer Address/Phone:	(802) 864-5088
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Date Received:	11/8/2011
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TRR#:	n/a
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Date Replied:	11/17/2011
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Staff Conclusion:	Staff received a request for more motorcycle parking in the downtown. The resident specifically asked staff to look at a few locations on the newly constructed lower Church and St Paul Streets. Turning the locations where parking is prohibited into motorcycle parking will allow for more people to park in the downtown. There is a space on lower Church Street just south of the courthouse driveway that is not large enough for a car parking space but it big enough to allow for 2-3 Motorcycles to park. There is also a space on St Paul Street just north of the bump-out that is prohibited that would be large enough for 2-3 motorcycles to park in it. Staff will continue to look around the downtown to find more locations where motorcycle parking will fit when a full parking space does not.
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Staff Recommendation:	Staff recommends adoption of the motorcycle parking on lower Church Street and on St. Paul Street in the prohibited parking area.
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Applicable Diagram Layout:	See Attached
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Joel Fleming

From: Steve Norman <stevenorman@fastmail.fm>
Sent: Tuesday, November 08, 2011 7:39 AM
To: Joel Fleming
Subject: motorcycle parking downtown

Follow Up Flag: Follow up
Flag Status: Flagged

Hi, Joel,

I'm attending the DPW Commission meetings on behalf of the Walk/Bike Council, and I've also been riding motorcycles around Burlington since 1983. I'd like to encourage better use of some of the unused parking real estate where motorcycles could park. It saves regular metered spaces for cars, and encourages bikers to take their bikes downtown, decreasing congestion.

It seems that you have some responsibility for changes to the parking infrastructure, so I'm suggesting several to you here. I've offered some of these ideas to Steve Goodkind a while back, but he didn't respond.

There's a new "blank" spot in the middle of the rebuilt block of City Hall Park on St. Paul Street, north of the mid-block bumpout, that should be designated for m/c parking. Now it's just crosshatched to deter cars from angling in.

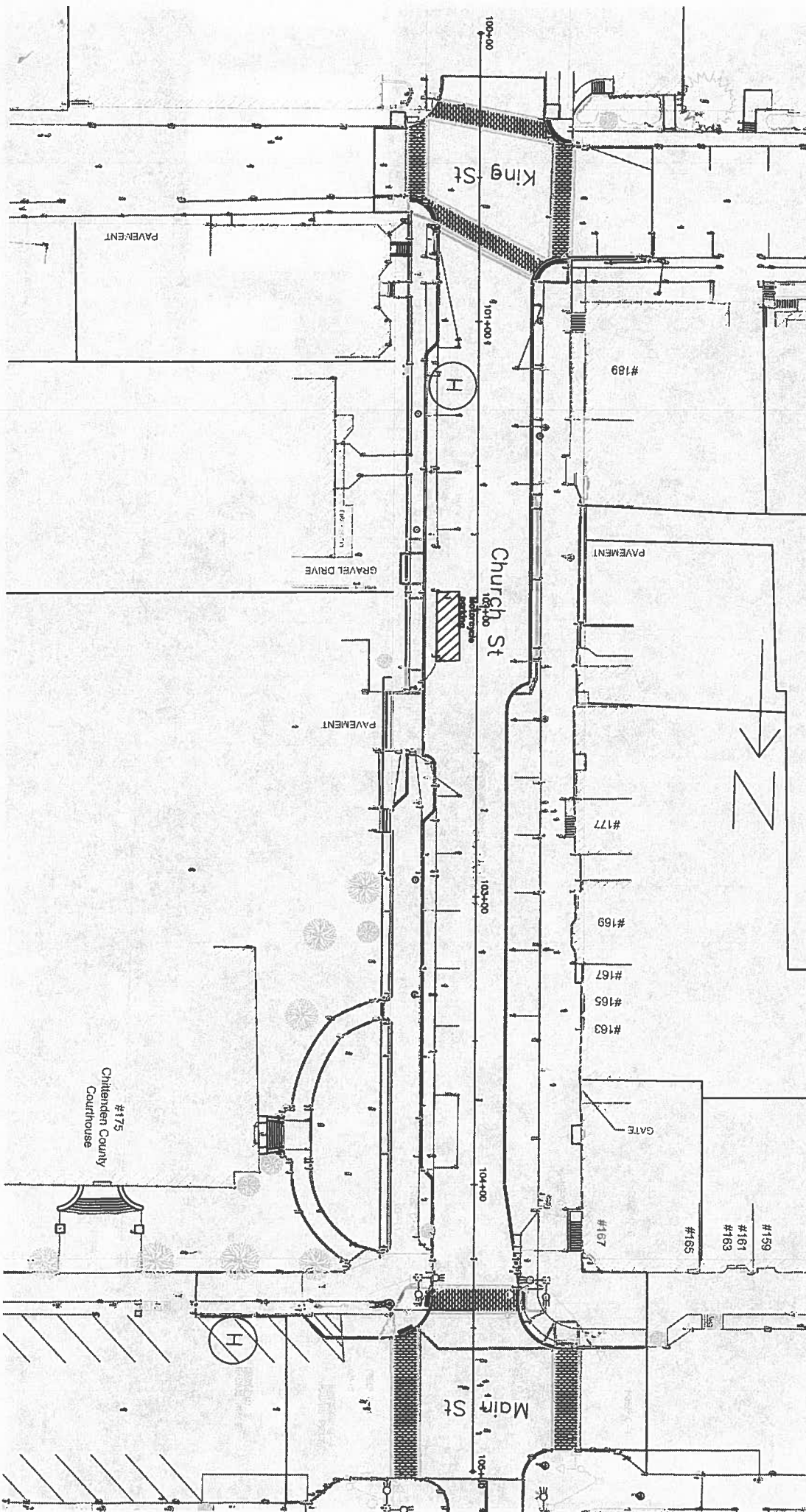
There's a spot on lower Church Street just south of the Courthouse driveway, which is too small for a car but could hold a few bikes.

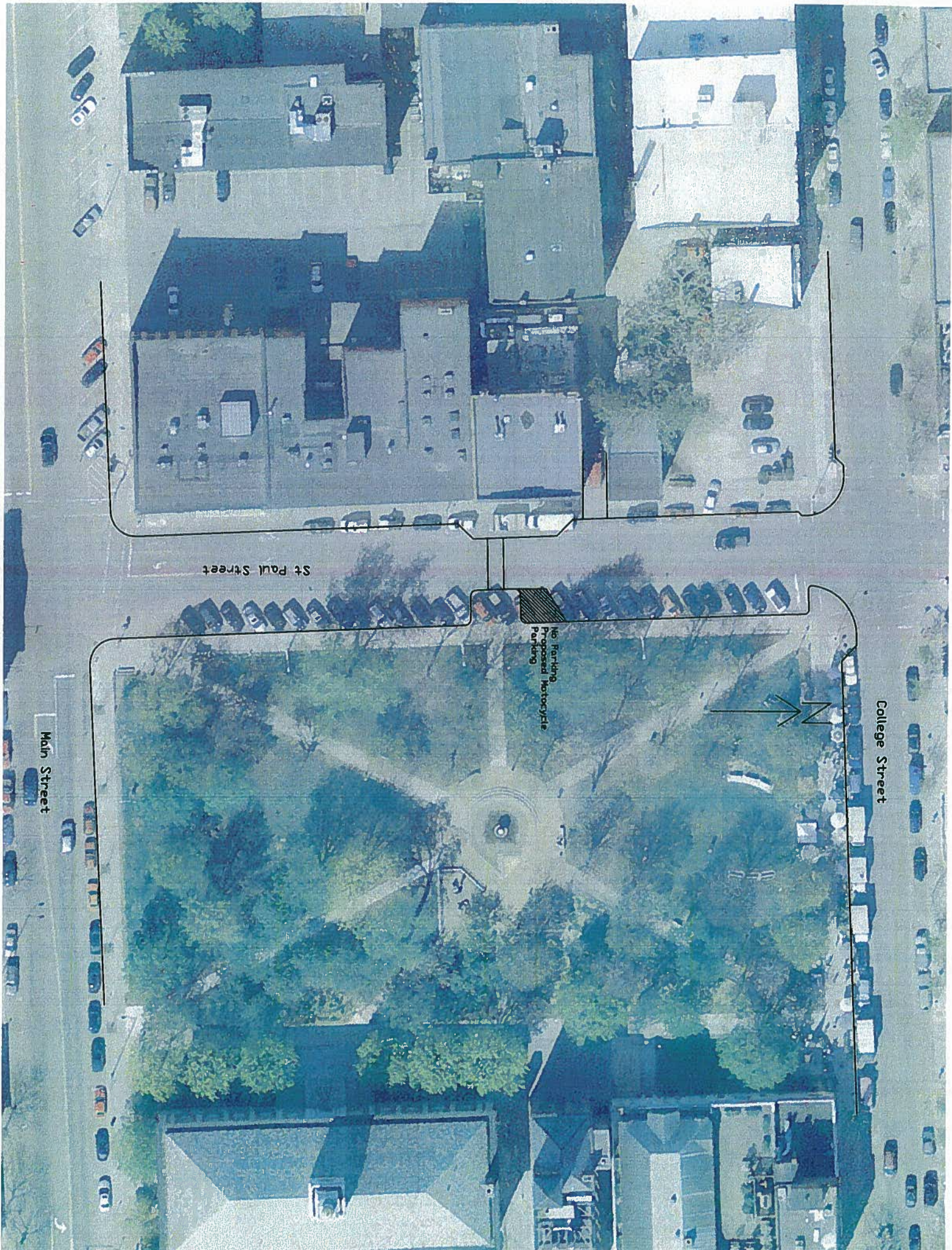
Then there's all the little triangles at the end of many of the blocks of metered spaces. We could stencil a "one m/c ok" label on them, and thus open up m/c parking all over downtown.

Please let me know what you think. I'll introduce myself if you're again at the Commission meeting this month. Thank you.

-- Steve

Steve Norman
802.864.5088





St Paul Street

No Parking
Proposed Motorcycle
Parking

College Street

Main Street

TRAFFIC ORDINANCE/REGULATION PROPOSAL REQUEST

Request For:	Removal of parking on Brookes Avenue across from the eastern most bump-out.
Customer Name:	N/a
Customer Address/Phone:	N/a
Date Received:	10/10/2011
TRR#:	N/A
Date Replied:	N/A
Staff Conclusion:	Staff examined the area and determined that there is not adequate space for parking and two travel lanes with the bump-out. Staff feels that removing parking 20 feet on each side of the bump-out would be safer for residents pulling in and out of driveways and driving up and down the street. The commission asked staff to contact the neighborhood and get their opinion on the parking removal. Staff sent letters to the neighbors East of North Williams Street and only received five responses back. Three of the responses were for the removal of parking to make the bump-out safer and two were against the removal of parking and wanted the bump-outs removed. I attached the three emails I received and a spread sheet of all of the residents that contacted me.
Staff Recommendation:	Staff recommends that parking is removed on 20 feet east and west of the eastern bump-out on Brookes Ave for a total of 70 feet. This will give ample room for people trying to navigate around the bump-out.
Applicable Diagram Layout:	See Attached



CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

OFFICE OF PLANNING
645 PINE STREET, SUITE A
BURLINGTON, VT 05402
802.863.9094 P
WWW.DPW.CI.BURLINGTON.VT.US

JOEL FLEMING, E.I.T.
PUBLIC WORKS ENGINEER

November 3, 2011

Dear Brookes Avenue Residents:

Public Works would like your thoughts on removal of parking spots 20 feet east and 20 feet west of the Brookes Avenue bump-out. I'd appreciate your feedback by Tuesday, November 15, 2011. Please contact me at 865-5832 or jfleming@ci.burlington.vt.us.

Thanks for your time,

Joel Fleming, EIT
Department of Public Works
865-85832
jfleming@ci.burlington.vt.us

JF/mcb

Joel Fleming

From: jeanne farrell <jbfarrell1@comcast.net>
Sent: Monday, November 14, 2011 10:16 AM
To: Joel Fleming
Subject: parking on Brookes

Dear Mr. Fleming,

Re your letter of 11/3/11 regarding removal of parking spots on Brookes Ave:

My husband and I bought our house at 57 Brookes Ave four years ago from the Greenbergs. David Greenberg is a lawyer and was instrumental in the parking restrictions regs for Brookes Ave. He no longer lives in the neighborhood. Since we have lived here, I have had to call parking enforcement a number of times to have cars towed that were blocking my driveway. Because of the number of students crammed into apartments on Brookes, there is not enough parking already. To remove more parking spots will make an already bad situation worse. A much saner solution is to remove the bump-outs. They are dangerous and have not calmed traffic on the street. Bump-outs make it extremely difficult to maneuver out of the adjacent driveways, especially in winter when snow has reduced the width of the street. The problem has been created by bump-outs, therefore the cure is to remove the bump-outs. Please do not reduce the number of parking spots on Brookes Avenue.

Best wishes,

Jeanne Farrell
57 Brookes Ave
658-9616

Joel Fleming

From: Nicole Diebold <ndiebold@myfairpoint.net>
Sent: Thursday, November 10, 2011 10:45 AM
To: Joel Fleming
Subject: Brookes Ave bump-out

Hi Joel,

Thank you for requesting our feedback regarding the removal of parking spots around the bump-out. We are in favor of the change because it will make it easier for surrounding neighbors to get in and out of their driveways and ease congestion on the road during the winter months.

Thank you again for giving us a chance to weigh-in on the change.

Best,

Nicole Diebold
98 Brookes Ave.

Joel Fleming

From: Paul Bierman <paul.bierman@uvm.edu>
Sent: Thursday, November 24, 2011 4:58 PM
To: Joel Fleming
Subject: Brookes Ave bump-out parking removal

Hi Joel,

Pardon my delay in getting back to you - been a very busy couple weeks.

I think it's a GREAT idea to remove the parking near the bump out. We live right there (86 Brookes) and it's very hard to get out of our driveway when there are cars parked across the street from the bump out.

You have our total support for this! Great idea.

p

Paul Bierman	Professor
Past Chair, GSA QGG	pbierman@uvm.edu
UVM Geology Dept.	Delehanty Hall
180 Colchester Avenue	Burlington, VT 05405
802-656-4411(v)	802-656-0045 (fax)

uvm.edu/~pbierman
uvm.edu/geomorph
uvm.edu/landscape
uvm.edu/cosmolab
uvm.edu/irwe

Joel Fleming

From: Dean Corren <dcorren@burlingtontelecom.net>
Sent: Wednesday, November 30, 2011 12:24 PM
To: Joel Fleming
Subject: parking near Brookes Ave. Bumpout

Joel,
Regarding your Nov. 3rd letter about the parking near the (upper) Brookes Ave. bumpout, I support the proposed parking removal due to the frequent difficulty and sometimes impossibility of getting out in the winter when there is snow. People park huge SUVs and pickups without any regard for others' driveway access or emergency vehicles getting through the narrow section.

I also want to make it clear that in general, the bumpout has been a huge success.

Thanks,
Dean

Dean Corren
92 Brookes Ave., Burlington, VT 05401
802-864-9916

Brookes Ave parking Removal

Address	Resident	Notes
N/A	Colin and Christine	Want parking removed across from Bump-out
75 Brookes	Shelia Hartnet	Does not like the bump-outs, Would prefer the parking is not removed, Requested that we paint the curb yellow to make the bump-out more visible
98 Brookes	Nicole Diebold	In favor of removal of parking
57 Brookes	Jeanne Farrel	Against removing parking, for removing Bump-outs
86 Brookes	Paul Bierman	"You have our total Support for this! Great Idea."



Red Neighbors that contacted staff
Staff contacted all of the above
addresses



MEMORANDUM

November 7, 2008

TO: Burlington Public Works Commission

FROM: Joel Fleming
Public Works Engineer

RE: Orchard Terrace Parking

In July Staff presented a parking change that would allow for one more parking space on the corner of Orchard Terrace and Buell Street. Staff overlooked the narrowness of the two streets and determined that adding the parking space will not be enough space for fire and rescue to get to the street.

Buell Street is 30 feet wide with parking on both sides of the street and Orchard Terrace is 20 feet wide with parking on one side of the street. Parking was 37 feet from the corner before the commission moved the parking 14 feet closer to the corner. A 50 foot fire truck has a 50 foot turning radius. In the attached drawing it shows the turning radius with the conditions before and currently. Currently it does not give the truck enough room to make the turn.

Staff requests that the "No parking here to corner" sign is move back to its previous location 37 feet from the corner. Although this removes the parking space that was gained it allows an adequate turning radius for fire trucks and other emergency vehicles trying to access this neighborhood.



MICHIGAN

STATE OF

Buell Street

Orchard Terrace

44'

Current No
Parking
Here to
Corner



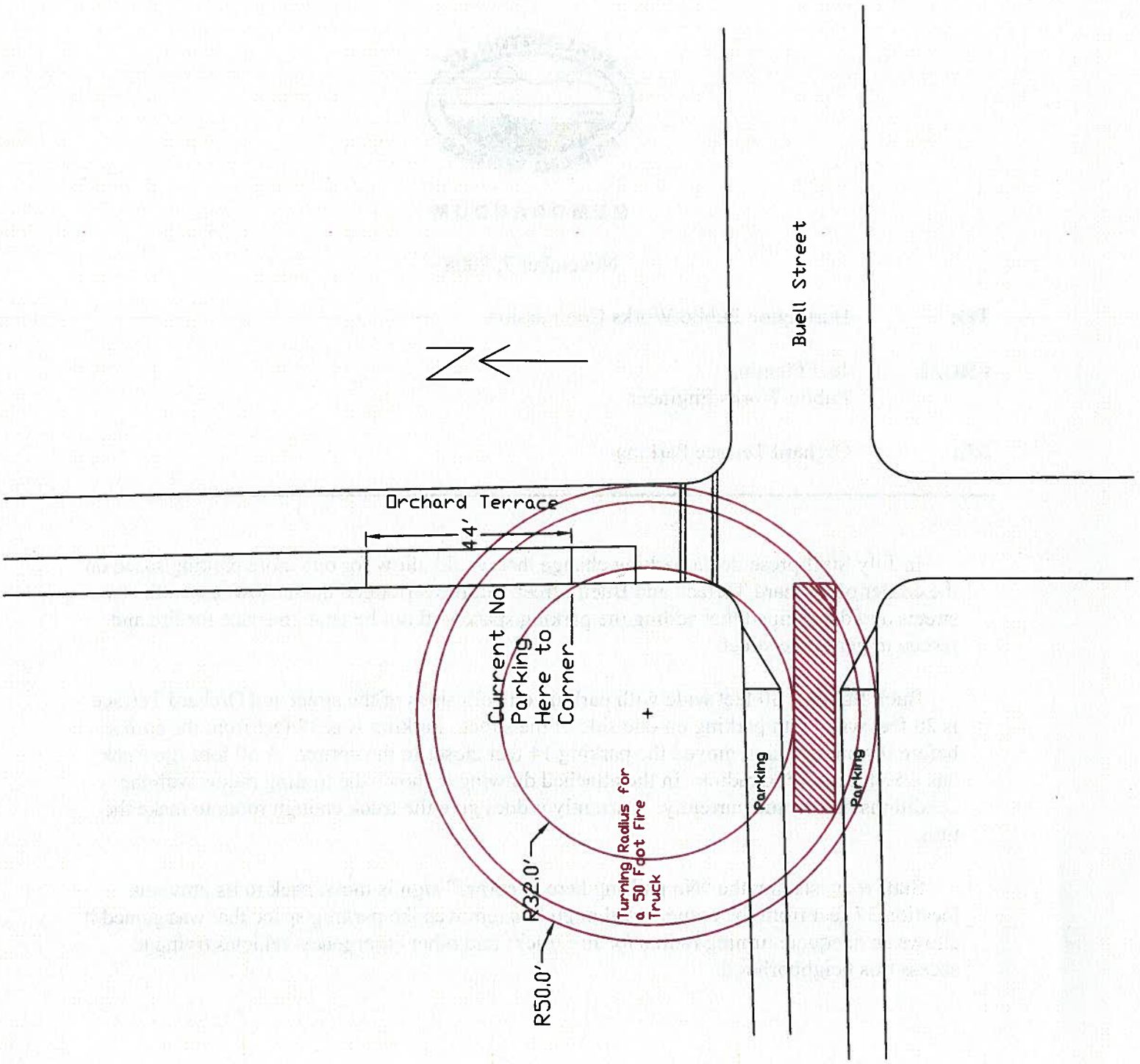
Turning Radius for
a 50 Foot Fire
Truck

R32.0'

R50.0'

Parking

Parking






MEMORANDUM

December 21, 2011

TO: Public Works Commission

FROM: Steve Goodkind
Joel Fleming


RE: Parking Spaces Removed in 2011

In last month's Public Works Commission meeting the commissioners asked staff to look into how many parking spaces were removed throughout the city in 2011. There have been a number of spaces added and removed around the city. Some highlights of parking changes in the downtown are the parking changes on Main Street, Lower Church, St Paul and the Pearl Street Construction:

Location	Gained	Removed	Notes
Main Street @ Edmunds School	8 spaces		Lost 13 meters and gained 21 dual use spaces
Lower Church Street Construction		8 Spaces	Lost many single use spaces but added many dual use spaces that are used more frequently
St Paul Street Construction		8 spaces	Gained Multi-use parking
Pearl Street Construction	5 Spaces		
Convent Square		2 Spaces	Around the bump-out
St Paul Street @ Kilburn Street		2 Spaces	Site Distance
Orchard Terrace	1 Space		May Be removed
Pine Street Kilburn to Marble	12 Spaces		Added parking to the East side

Austin Drive		6 Spaces	Clear Site distance for Crosswalk
Ferguson Street		2 Spaces	
St Louis Street: Roosevelt Park Neighborhood		14 spaces	Removed Parking on the East side of Street
Willow Street: Roosevelt Park Neighborhood		12 spaces	Removed parking on the North Side of Willow Street
South Williams Street		2 spaces	Site Distance around UVM Building Driveway

As a whole the city lost 33 spaces in 2011. Many of these spaces were in areas where parking is not a critical issue. In the downtown we only lost 3 spaces. These spaces were not metered spaces necessarily but single use taxi parking and Vehicle Loading and unloading zones. We have made many of the Loading Zones into Taxi only spaces at night. This means that the metered spaces can be left open of the public to park in.

BURLINGTON PUBLIC WORKS COMMISSION
645 Pine Street
Minutes – November 16, 2011

Commissioners present: Robert Alberry, Margaret Gundersen, Nathan Lavery, Mark Porter, Maxwell Tracy and Jared Wood.

Commissioners absent: Marc Sherman

Commissioner Alberry called the meeting to order at 6:20 p.m.

Item 1: AGENDA

Commissioner Alberry asked if there were any changes to the Agenda. Commissioner Wood requested that the language be changed: add "...for relevant issues..." Commissioner Alberry will take this request under advisement.

Item 2: PUBLIC FORUM

- Steve Norman, north end resident on Walk/Bike Council and Marketplace and Alliance Francaise: Met with Director Goodkind and three staff members about the possibility of new bilingual signage; has communicated with Joel Fleming, Public Works Engineer, about motorcycle parking and hopes to see the item on the next agenda.
- Jim Langan, North Street resident (between North Prospect Street and Mansfield Avenue): Working with Nicole Losch on traffic calming options for that block (high volume of vehicle traffic supported by traffic study done last summer; no sidewalk on north side of block; drivers rolling through North Street/Mansfield Avenue intersection instead of stopping at the STOP sign). Fourteen of sixteen residents on that block support exploring traffic calming options; Commissioner Wood recommended that the residents bring the issue before the Commission.
- Andrea Racek, neighbor of Mr. Langan: Has tried creative landscaping to deter children from wandering off the sidewalk into the road; supports further traffic calming.
- Conar O'Loughlin, neighbor of Mr. Langan and Ms. Racek: Supports previous comments; added that parking spaces are usually filled on the north side of North Street, and, combined with regularity of vehicle traffic, makes it difficult and dangerous for people/children to cross the street.

Item 3: REMOVAL OF PARKING ALONG THE EDGE OF THE BUMP-OUT ON CONVENT SQUARE (Joel Fleming, Public Works Engineer)

Convent Square is a small one-way street; removing parking along the bump-out would allow for safer traffic flow and should not adversely affect parking spaces (residents have off-street parking). Commissioner Porter moved to accept staff's recommendations; Commissioner Wood seconded. Unanimous approval.

Item 4: REMOVAL OF AN ADDITIONAL 20' OF PARKING WEST TO EDGE OF THE DRIVEWAY TO 295 MAPLE STREET (Joel Fleming, Public Works Engineer)

Mr. Fleming received this request from Chris Giard from the School Department; the space is directly across from the Edmunds School entrance and its removal will allow easier maneuvering for trucks entering and exiting the school entrance. Mr. Fleming got the approval of the resident of 295 Maple Street. Commissioner Gundersen expressed concern over losing yet another parking space and requested a list from staff of the number of parking spaces removed this year. Director Goodkind agreed to provide a list and said the removal and addition of parking spaces are all done per ordinance. He offered the possibility of adding a parking space at the other/east end of the current "No Parking" area in front of 305 Maple Street. Assistant Director Norman Baldwin cautioned against interfering with the clearance on either side of the crosswalk in front of said property. Commissioner Wood suggested that the Commission consider in the future, limiting truck deliveries in the city to off hours to avoid congestion.

Commissioner Porter suggested not voting on this issue until Mr. Fleming provides a pros-and-cons list, which will allow the Commission to make a more informed decision.

Item 5: REMOVAL OF PARKING ON THE NORTH SIDE OF ALFRED STREET (Joel Fleming, Public Works Engineer)

Continuation of last month's agenda item: Mr. Fleming was asked to return to the Commission after having spoken with the two businesses involved (Associates in Dentistry, located on Alfred Street, and "The Spot" restaurant, located on the corner of Alfred and Shelburne Streets). When contacted by Mr. Fleming, Joseph Kropf, DMD expressed concerns about parking limitation; staff at "The Spot" did not express any concerns. Mr. Fleming gave copies of his November 16th letter, which was addressed to the Burlington Public Works Commission, to Dr. Kropf and staff of "The Spot" and invited both parties to attend tonight's meeting.

Commissioner Alberry invited members of the public to come forward with their comments.

- Jennifer Sumner, Alfred Street resident: Submitted petition to Mr. Fleming in October requesting south-side-only parking to enable residents to enter and exit their driveways more easily and, particularly in winter, create more space for emergency vehicles to pass through.
- Joe Kropf, owner of dental practice on Alfred Street: Provides off-street parking for staff and has an excess of 4 spaces for clients. Had informally attempted to secure a curb cut permit from Zoning to transform his front yard (35' from his sidewalk to the adjoining property and 22' in depth) for 3 head-in parking spaces and was told not to pursue it (during a renovation of his business, Dr. Kropf's architect had approached Ken Lerner at the Planning and Zoning office). Dr. Kropf claims his trash hauler has never complained about the parking issue when backing into and exiting his driveway.

Commissioner Gundersen questioned the thinking in the approved change of use for the new restaurant ("The Spot") around adequate parking and wondered if there would be a variance that would allow Dr. Kropf to be allowed a curb cut to add parking on his property. Director Goodkind advised the Commission to follow up with Mr. Lerner at Planning and Zoning, as this is not a decision of Public Works. Commissioner Gundersen expressed a willingness to write a letter in support of Dr. Kropf's

application for a curb cut. Commissioner Porter verified that the parking difficulties occur when it snows and due to non-resident parking. He asked the commissioners for a more thoughtful approach in reaching a resolution to satisfy the residents and the dental practice (e.g., paying close attention to snow removal). Director Goodkind offered the suggestion of a “No Parking 6 pm – 6 am” ban which is common throughout the city. Commissioner Porter agreed that this ban, for one side of the street, would allow the plow trucks to make a more thorough sweep on the clear side of the street at least during those hours. Commissioner Lavery would not support the proposal recommended by staff, preferring another solution. Commissioner Alberry asked the Commission to consider a compromise: On the north side of Alfred Street, towards Shelburne Street, eliminate 3 parking spots which would allow Dr. Kropf’s patients to park in those spots. Director Goodkind stated that the 3 parking spots could not be designated for Dr. Kropf’s patients. Commissioner Wood would not support a curb cut permit for Dr. Kropf’s practice. Commissioner Porter moved to table this discussion until further investigation by staff into the most appropriate time period for a “no parking” ban on Alfred Street, returning to this item at next month’s Commission meeting. Commissioner Wood seconded. Discussion: Commissioner Wood suggested that Planning and Zoning be approached for their feedback on this item. Director Goodkind offered to contact Mr. Lerner. Unanimous approval.

Item 6. LOWER CHURCH STREET PARKING CHANGES (Joel Fleming, Public Works Engineer)

Mr. Fleming is making a formal request for the Commission’s adoption of traffic amendments to lower Church Street; specifically: Removal of parking on the west side of Church Street extending 300’ south of Main Street, and extending the loading/unloading zone on the west side of Church Street 20’. Commissioner Porter moved to accept staff’s recommendations; Commissioner Lavery seconded. Unanimous approval.

Item 7. MID-BLOCK CROSSWALKS (Nicole Losch, Transportation Planner, Bicycle and Pedestrian Program Manager)

While Ms. Losch was preparing her presentation on the latest concepts on mid-block crossings, much of which was gleaned from a recent webinar, Commissioner Lavery asked for clarification on the regularity of communication from Public Works staff to residents during the fact-finding process (e.g., traffic calming request for upper block of North Street). Ms. Losch said that staff communication was dependent on the complexity of the issue and, after receiving a formal request from a resident, usually occurs only when staff needs clarification or more information from residents. Commissioner Gundersen requested that staff set up a standard practice of communicating with residents on a regular basis with status updates, perhaps via e-mail. Director Goodkind will consider approaching My-Chau Bui, assistant in the Engineering Department, to help with this since her task of sending out regular paving updates via e-mail has come to a close for the year.

Ms. Losch: Vermont is a “yield to pedestrians” state vs. a “stop for pedestrians.” She explained the definition of a crosswalk; considerations in determining placement and type of crosswalks, signalized pedestrian crossings, raised medians or crossing islands, as well as safety tools when creating crossings. Assistant Director Baldwin cautioned the commissioners in their interpretation of data such as that presented in “Table 1 – Proposed DC Uncontrolled Crosswalk Engineering Treatments;” (e.g., at signalized intersections where pedestrians cross, there will obviously be more accidents because it is where a large number of pedestrians and vehicles congregate). The signalized crossing being considered

at Church and Pearl Streets and on Main Street in front of Edmunds School is a rectangular Rapid Flashing Beacon (RRFB). Because the RRFB is still in interim approval for a Federal highway, Public Works staff was required to write a letter indicating that they would like to use the RRFB; they did so and were granted approval.

Commissioner Gundersen stated that certain flashing lights exacerbate her astigmatism and may affect others. Commissioner Wood expressed concern over multiple types of signalized crossings being used in the city, possibly causing confusion. Ms. Losch said that each crossing presents its own unique characteristics, calling for a variety of considerations, but that all crossings using the HAWK system would be uniform, as would those where RRFB's are employed.

Ms. Losch referred the commissioners to a list of resources used when evaluating areas for crosswalks:

- Manual on Uniform Traffic Control Devices
- Safety Effects of Marks vs. Unmarked Crosswalks in Uncontrolled Locations (FHWA)
- Toolbox of Countermeasures and their Potential Effectiveness for Pedestrian Crashes (FHWA)
- Association of Pedestrian & Bicycle Professionals
- VT Pedestrian & Bicycle Design Manual
- Pedestrian Facility Guidebook (AASHTO)
- Burlington Transportation Plan
- Institute of Transportation Engineers

Commissioner Gundersen asked if, at the next meeting, Ms. Losch could show brief clips of the different signalized crossings. A member of the audience commented that an RRFB is used on Route 15 in front of the Jericho Elementary School and she took time one day to observe and use the signalized crossing. She was impressed by its effectiveness. Director Goodkind noted that mid-block crossings would not be used at "T" intersections; they are used on long stretches with no side streets (e.g., just south of the newly located Burlington College at the Champlain Farms store).

Commissioner Wood: Concerned about inconsistencies in crossings in the city. Director Goodkind said that all crossings have signs, markings and handicap-accessible ramps leading up to them.

Item 8: PROJECTS UPDATE (Director Steven Goodkind)

Director Goodkind directed the commissioners to their packets for the 6-page Excel spreadsheet, which Ms. Losch built on from Mr. Dan Bradley's previous reports. Director Goodkind invited feedback from the commissioners concerning the presentation and format before it is posted on the Public Works Website. The projects noted on the spreadsheet are active projects that may have some capital involved. Staff has been exploring different software options for the production of future updates but the goal is a universally-used and accessible software program. These updates will be put out periodically.

Item 9: MINUTES OF 10/19/11

Commissioner Gundersen moved to accept the Minutes as recorded; Commissioner Lavery seconded. Unanimous approval.

Item 9: CHAIR'S REPORT (Commissioner Alberry): None.

Item 10: DIRECTOR'S REPORT (Steven Goodkind, P.E., Director of Public Works, City Engineer)

Director Goodkind:

- Wrapping up paving season
- What appears to be a crack in the new pavement on Shelburne Road south of the rotary (State project) is actually an overlap of the pavement from one pass to another. There is always a seam where two courses of pavement come together.
- Numerous small drainage issues (e.g., Starr Farm Road near the dog park; top of Clymer Street; North and Hyde Street triangle) have been or are close to completion.
- City-wide leaf pick-up this week. There is a concern that many of the leaves haven't dropped yet, so staff continues to monitor it.
- Referred commissioners to the *draft* of the Public Works performance report he handed out at the meeting. Director Goodkind will be meeting with Commissioners Porter and Lavery this Friday to review it further. Invites feedback from the commissioners and hope to finalize it at the end of the month. The finalized version will be printed in booklet format and posted electronically. Commissioner Porter suggested adding comparative data revealing advantages and/or disadvantages/cost-savings of those projects listed on the annual report.
- Bilingual signage topic brought up by Steve Norman during the Public Forum item of this meeting: A new way-finding project is underway, exploring more opportunities to integrate French with English language and use of international symbols (e.g., "P" for parking).
- A second traffic signal technician has just been hired. Though Dave Garen does excellent work, the volume of work called for a second technician. Commissioner Gundersen asked if both traffic signal technicians could attend the December Commission meeting to talk about the possibility of extending crossing times for pedestrians in crosswalks. Director Goodkind said that a discussion can be started at the next meeting.
- 25 mph speed limit: Director Goodkind and Ms. Losch have are preparing advertisements to publicize the change with effective date of change being November 30th. Gateway (large) signs will be required but many of the present signs can be removed.
- Airport and its relationship to Public Works (Public Works operates the parking for the airport): The Burlington Free Press reported that a spokesperson from the FAA said that no one from the city had contacted their agency regarding regulations. Director Goodkind followed up with the FAA and confirmed that FAA records show three conversations with Assistant Director Buteau and Director Goodkind during which time no red-flags were raised. One issue concerning operating the parking for the airport: Does the Department of Public Works (DPW) have to competitively bid the operation? The answer is "no." Another issue: The city takes \$200,000 out of parking revenue of the \$5 million gross revenue from the airport parking garage, which is then deposited in a fund out of which expenses for crossing guards, traffic signals, street signs, striping, traffic enforcement, etc. are drawn. In some ways, this could be considered a diversion of revenue, which is why Director Goodkind contacted the FAA. Director Goodkind sent a copy of his Memo to the Mayor's office. Commissioner Gundersen voiced concern over misrepresentation by the press and its effect on the current mayoral campaign, and suggested that Director Goodkind attend an upcoming City Council meeting to push back against the misinformation.

Item 12: COMMISSIONERS' COMMUNICATION

Commissioner Gundersen: 1) Would like to continue discussion on cars not being able to see when pedestrians have the "walk" signal; 2) Pleased that city bus drivers are more polite but still concerned about some drivers running yellow or red lights. Director Goodkind suggested that when Commissioner Gundersen witnesses offenses, she record the location and time of the offense and contact the CCTA office. Commissioner Gundersen is also pleased that buses are no longer idling around Edmunds School. 3) Concerned about difficulty exiting Howard Street onto Pine Street. Director Goodkind and staff are working on a solution, as there are several considerations (don't want Howard Street to become a cut-through). Director Goodkind said that this may be addressed with the Champlain Parkway.

Commissioner Lavery: 1) He and Commissioner Porter will meet with Director Goodkind this Friday to discuss the performance evaluation and invited other commissioners to review the draft before that meeting and forward feedback to any one of them.

Commissioner Tracy: 1) Was unsuccessful in conferencing in on the October Commission meeting and would like to create a workable solution, as he thought it was set up for him to call in. Assistant Director Baldwin suggested that if just one Commissioner will be calling in, they could be directed to call the conference phone number instead of conferencing in (which would then involve working with Burlington Telecom to schedule). He will make sure that one commissioner calling in on the conference phone will work and if it does, that will be the procedure for future meetings. 2) Asked how a street is assessed for future paving; what index is used. Director Goodkind explained that the PCI was developed approximately thirty years ago and since updated. It uses pavement condition criteria (potholes, cracks, etc.) representative of that road. The information is entered into the computer and the software program helps the department analyze and prioritize the data. Director Goodkind will have another report in the next month showing the current status of paving projects and which streets need to be done next year.

Commissioner Porter: 1) Requested that Director Goodkind report on the suggested degree of slope for raised structures in between paving courses and if those standards can be included on future paving projects. 2) Asked Commissioner Alberry to compose a "My Turn" article explaining road uses city-wide (e.g., pedestrians' interpretation of crossing signals, vehicles needing to stop before turning right-on-red, road rules for skateboarders, etc.). Commissioner Alberry will work on it after the holidays.

Jared Wood: 1) Reported that the electric "No Right on Red" sign at the intersection of Winooski Ave. and Pearl (traveling North on Winooski) is still not working. 2) At the same intersection, Commissioner Wood asked Director Goodkind to investigate the synchronization of the pedestrian crossing signals with the traffic signals. 3) Expressed concern about blinking traffic lights at night where tree branches impede visibility for drivers proceeding into the intersections at Flynn Avenue and Pine Street (evergreens on the southeast corner) and at the College and Willard Streets intersection. 4) Concerned with inadequate parking in the DPW visitor parking lot off Lakeside Avenue (few spaces and poorly parked trucks and snowplows). He asked if something could be done about it. Director Goodkind will bring it to the attention of Parks and Recreation Director, Harbormaster and Cemetery Superintendent Mari Steinbach.

Commissioner Lavery: When he and Commissioner Porter meet with Director Goodkind this Friday he will be asking if the commissioners' packets could arrive on the Wednesday prior to the Commission meeting (currently being mailed out the Friday before the meeting).

Item 13: COMMITTEE REPORTS: None.

Item 14: POLICY UPDATE: None.

Item 15: ADJOURNMENT: 8:45 pm: Commissioner Gundersen moved to adjourn; Commissioner Wood seconded. Unanimous approval.

